

Oil Spill Advisory Council Ground Rules

The Council will be covering many issues in a very short period of time. It is important to recognize that an in-depth discussion of all the issues will not be possible. The success of the group will depend on our ability to focus and work collaboratively while being mindful of the time lines imposed by the legislature. Flexibility and adaptability will lead to success. The ground rules are:

1. Adhere to the mission of the Council.
2. Members are expected to attend all meetings unless matters of an urgent nature preclude attendance.
3. Listen before speaking.
4. Limit "air time"; get to the point.
5. Participate in discussion and assist the group in bringing issues to conclusion.
6. Be respectful of legitimate differences of opinion.
7. Take the issues seriously.
8. Don't take yourself too seriously. Keep your sense of humor.
9. Decisions will be reached by consensus. Lack of consensus will be noted by the Chair and reflected in meeting minutes.
10. If a majority of appointed council members are not present, no consensus decisions may be reached.
11. If consensus is not reached, 9 members of the council may request a vote. If a vote is taken, the majority position will become the position of the council.
12. Alternates will be allowed to fill in for a council member should that member have to miss a meeting. However, as this is a statutory council without provisions for alternates or proxies, only council members will be allowed to vote.
13. Members of the public may observe all meetings, and will have an opportunity to make comments at each meeting.
14. The Chair is a non-voting member of the council.
15. When council members speak to the media, they do so on behalf of their stakeholders, not on behalf of the council.
16. Agendas will be distributed at least 24 hours before meetings.

17. Meeting minutes will be reviewed by council members before being approved and posted on the website.